School of Nursing Full Faculty Meeting, May 30, 2008
Committee Activity Summaries

School Committees

Doctoral Program Council

- Reviewed and approved Course changes requests, submitted to Registrar and Committee on Courses of Instruction for approval.
- Conducted quarterly review of modal course evaluations Dorrie met with FORs to discuss potential recommendations from the committee for improvement and also to communicate positive changes noted from the previous year.
- Organized and held Winter Doctoral Forum to discuss publication and the 3 paper option for dissertation.
- Review of online first year evaluations completed by second year students.
- Completion of online PhD evaluation plan by Teresa Scherzer with input from DPC.
- Completion of Doctoral Program faculty workload calculation, to be disseminated to all faculty
- Organized and held Community of Scholars
- Discussion of discontinuation of Education Minor
- Discussion of PhD program best practices
- Discussion of discontinuation of Education Minor
- Clarification of information sent to incoming students on computer requirements
- Workshop on APA format
- Qualifying examination checklist to be forwarded to all faculty

Faculty Practice

No report.

MEPN Council

No report.

Masters Program Council

- Reviewed and revised course forms submitted to committee. Course forms approved and sent on time to Registrar and Committee on Courses of Instruction for approval.
- Initiated monthly “Open Forum” for comments and ideas on Curriculum Revision Process
- Met with Linda Chafetz to discuss activities of the Campus Educational Policy Committee
- Amy Levi presented a proposal to begin offering the Women’s Health Certificate program as an Option for Midwifery students. Approved by MPC and sent to full faculty.
- Reviewed core course evaluations for fall quarter 2007 and winter 2008 quarter. FORs were informed of MPC recommendations as needed.
- Recommend specialties elicit a spontaneous writing sample during orientation as a method of evaluating student writing skill at entry.
- Chair provided input to designers of revised “Central 360” database
- Reviewed student classroom conduct document; made recommendations for dissemination
- Discussed use of resource for student writing support; recommend each specialty elicit a spontaneously writing sample during orientation to assess student basic writing ability; prompts to be developed.
- Proposed future “Teaching Seminar” topics: how faculty can promote writing skills; promoting respectful classroom conduct
- Appointed Task Force to address Skills Lab Health Educators Staffing

Curriculum Revision Task Force

- Formed core faculty team: Lynda Mackin, JoAnne Saxe, Mary Lynch, Meg Scott, Jane Hirsch, Dorrie Fontaine, Susan Janson, Chris Garrett, Ginger Carrieri-Kohlman
- Established Task Force leadership: Lynda Mackin, Co-Chair and JoAnne Saxe, Co-Chair
- Hired student RA Debra Africa, first year doctoral student and Moore Scholar, RA will work with JoAnne Saxe in collecting data on existing programs that use problem based learning techniques and to analyze curricular documents
- Met with Helen Loeser, Associate Dean, SoM to discuss SoM’s recent curriculum revision process
- Core faculty team has met three times to discuss work plan
- Lynda Mackin attended AACN MS Program Conference February, 2008
• Joanne Saxe attended a HRSA grant writing workshop
• Core faculty team committed to work every Wednesday AM 9-11 AM together for months of June and July
• Planned and delivered May 2008 Hot Topics session intended to inform and demonstrate active learning methodology
• TF members attended Community Advisory Board luncheon hosted by Dean Dracup, May 2008

Recruitment & Retention
No report.

Research
No report.

Student Awards
This committee reviews, evaluates and distributes student awards for Scholarships from six sources and to all three levels of SON students. This year activities included earlier and more aggressive outreach to faculty to elicit nominations, revision of some scoring criteria/templates and new suggestions that will go to Doctoral faculty advisors in the Fall regarding their role in the Graduate Dean’s Health Science Fellowship Applications.

<table>
<thead>
<tr>
<th>Award</th>
<th>Amount</th>
<th>Applications Recieved/Awarded</th>
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<tbody>
<tr>
<td>Outstanding MS Student</td>
<td>$500</td>
<td>4/1</td>
</tr>
<tr>
<td>Nursing Alumni Meritorious Service</td>
<td>$500</td>
<td>2/1</td>
</tr>
<tr>
<td>Distinguished Dissertation</td>
<td>$1000</td>
<td>9/2</td>
</tr>
<tr>
<td>Graduate Dean’s Health Science Fellowship</td>
<td>$3-15,000 $10,000 (average)</td>
<td>33/26 Total distributed $260,000.</td>
</tr>
<tr>
<td>Alex Anagnos Scholarship</td>
<td>$12,000</td>
<td>28/1</td>
</tr>
<tr>
<td>Osher Scholarship</td>
<td>$12,000</td>
<td>Est.10-15/award to 2</td>
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<td>Occurs in June, 2008</td>
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Doctoral Screening
- The recommended admission goal for 2008-2009 academic year was 35.
- 54 applicants applied to the Doctoral Program this year, which was a slight increase from last year’s total of 49.
- 35 were admitted to the doctoral program
- Of the 35 admitted, 11 withdrew after acceptance, 2 of 11 were deferred, for a final count of 24 admits.
- The 24 admits included 7 minorities, 5 internationals, 3 permanent residents, 4 males, 10 MS-PhD, 2 BSN only, and 2 reapplicants.
- The breakdown of admits by department is as follows: 13 admits to CHS, 11 admits to PN, 9 admits to FHCN and 2 admits to SOC.
- This year the Doctoral Admission Screening Committee (DASC) agreed not to have an alternate list. They also agreed under special circumstances to allow for deferrals.
- Susan Kools, Chair of DIVA (Diversity of Action) and member of the Recruitment and Retention Committee, visited and discussed with DASC the importance of keeping diversity at the forefront of the screening process. She stressed creating a balance of diverse students that would lend to a rich educational experience for all students.
- The application for the PHD program went on-line this year. The time line and application information needed for the committee to do its work was impacted.
- Several changes to the Screening Tool and Bulletin were made.
- This was the last year of Moore applicants selected. Thirteen applicants applied to the Moore Fellowship. Of the 13 who applied, 5 were selected with 3 on the alternate list.
- The Student Awards Committee allocated $228,000 to the DASC for incoming students.
- The DASC nominated admits for the Graduate Division Merit Awards: 2 were nominated for the COTA-ROBLES, 1 for the NIGMS, 2 for the Matilda-Edlund Fellowship.

MEPN Screening
No report.

International Global Health
No report.

Academic Senate Committees
Academic Freedom
CAF established the Faculty Grant Cost Overrun Task Force to look into policy and/or procedures used in UCSF schools and departments when dealing with PIs who overspend their grant funds. The charge to the task force was to 1) review current school/department policies and procedures regarding faculty grant cost overruns and 2) draft recommendations to the Division for standardizing these policies and procedures. On the basis of information from their assessment across the campus, the Task Force recommended the following:

1. The establishment of clear, written campus-wide policies detailing process and management of grant cost overruns;
2. The establishment of clear, written campus-wide policies on types of disciplinary actions to which faculty may be subject and steps for faculty who dispute such actions;
3. All policies must emphasize the shared nature of the responsibility and recognize that Departments who do not provide timely information to investigators cannot hold investigators solely responsible for overruns.
4. The appointment of a special task force or committee to draft and circulate these policies. This committee should include representatives from all academic series (including the Adjunct and Clinical series) and should include both senior and junior faculty members.

Academic Personnel
CAP has reviewed over 370 files so far this year, participated in 10 Stewardship Reviews, and has reviewed several proposed changes to the APM, including criteria for advancement to Professor, Step 6 and Above Scale, as well as policies affecting leave for faculty in the Senior Management Group.

Academic Planning and Budget
While there are no Chancellor’s discretionary funds to be allocated, and therefore no proposals to review, the Committee has been busy with the implementation of the strategic plan, long range campus planning, bridge funding for faculty, investigating space issues, reviewing the state budget environment and its impact on the University and the faculty, University budget cuts, proposals from Chancellor’s consultants, supporting the Classroom Improvement Initiative, issues of sustainability, reviewing funding models for IT infrastructure, participating in the WASC accreditation, and participation in several Senate task forces.

Clinical Affairs
No report.

Courses of Instruction
No report.

Educational Policy
No report.

Equal Opportunity
- Reviewed campus faculty diversity goals and reports
- Invited selected department chairs from all schools to come and talk with us about their diversity efforts.
- Identified successful faculty recruiting practices
- Reviewed the Regents’ Task force on Diversity Reports

Faculty Welfare
No report.

Library
No report.

Privilege and Tenure
The committee has met regularly to deal with two grievances.

Research
No report.

Rules and Jurisdiction
The Committee on Rules and Jurisdiction has only had one item of business this year, which was to approve a name change from the Committee on Library to the Committee on Library and Scholarly Communication.